

To: Jordan Cohen
Office of Information and Regulatory Affairs (OIRA)
Office of Management and Budget (OMB)

From: Megan Reid
Office of Planning, Research, and Evaluation (OPRE)
Administration for Children and Families (ACF)

Date: August 31, 2021

Subject: Nonsubstantive Change Request – Building Evidence on Employment Strategies
(OMB #0970-0537)

This memo requests approval of nonsubstantive changes to the approved information collection, Building Evidence on Employment Strategies (OMB #0970-0537).

Background

OMB initially approved data collection instruments for the Building Evidence on Employment Strategies (BEES) study in November 2019. BEES will ultimately include separate studies of up to 21 programs (or “sites”) aimed at improving employment outcomes and economic security for low-income individuals and families. Since approval, BEES has begun evaluations with some programs while continuing planning with additional programs.

As described in the justification package for this study, approved instruments may be tailored to specific sites as they are recruited. This request is specific to two individual BEES programs in Franklin and Stark counties in Ohio. These programs are based in two child support agencies and focus on delivering employment and parenting services to parents with at least one child support order.

This request is to tailor the 6-month follow-up survey for Franklin-Stark participants. The BEES Study Team plans to begin administering the survey in December 2021.

Time Sensitivities

To prepare to field the survey for the two sites in early December 2021, we request a response by early September.

Overview of Requested Changes

This request is to tailor the 6-Month Follow-Up Participant Survey (Attachment J) for the specific sites above and the program content and local context.

Updates include the following:

- Customizing language in questions and response categories throughout related to the local context and available program services.
- Adding introductory language for the online version of the survey, to be used when applicable.
- Reorganizing or grouping individual questions (or series of questions) and adding skip

- logic to improve the administration of the survey to participants.
- Removed section at the end of the instrument that confirmed and/or collected contact information for friends or family members.